



# **MINUTES**

**Tuesday, January 3, 2012**

**FORT MYERS BEACH TOWN COUNCIL  
TOWN HALL – COUNCIL CHAMBERS  
2523 ESTERO BOULEVARD  
FORT MYERS BEACH, FLORIDA 33931**

## **I. CALL TO ORDER**

Mayor Kiker called to order the January 3, 2012 Meeting of the Town Council at 9:00 a.m. Present along with Mayor Kiker: Vice Mayor Raymond, Council Members Kosinski, List, and Mandel; Also Present: Town Manager Stewart, Town Attorney Miller, Finance Director Wicks, Public Works Director Lewis, Community Development Director Fluegel, and Town Clerk Mayher.

## **II. INVOCATION – Rev. Jeanne Davis**

## **III. PLEDGE OF ALLEGIANCE**

## **IV. APPROVAL OF FINAL AGENDA**

Agenda approved as presented.

## **V. PUBLIC COMMENT**

Mayor Kiker noted Public Comment time was scheduled for discussion of items that were not on the agenda.

### **Open Public Comment.**

Pete Blanco, resident, reported he lived at 4560 Estero Boulevard and the reason he was addressing Council was due to the two derelict buildings across the street from his residence. He described the poor appearance of the boarded buildings, and requested answers as to why it appeared to him that nothing was being done to correct the situation.

Tony Pinto, resident, reported he lived at 175 Bayview Avenue. He stated he was concerned, as well as other neighbors, about a proposed kayak launch at the end of Bayview Avenue. He discussed his belief that there was insufficient parking; pointed out that it was a residential street; mentioned other potential sites that were better suited for bay access; and asked Council not to approve a kayak launch on Bayview Avenue. He also noted his concern regarding lights that were left on at Bay Oaks when it appeared no one was utilizing the ball fields.

Jim Stevens, resident, stated he agreed with the previous comments by Mr. Blanco. He reviewed his other “housekeeping” topics which included his condominium’s experience in renting the Newton property last year and this year. He questioned the status of the rental contract for this year, and whether or not the rental contract included parking privileges. He discussed his suggestion for having information on Bay Oaks at the swimming pool for the past 6-8 years, and to have information on what the Town has to offer at other locations such as but not limited to the Chamber of Commerce office. He addressed the new crosswalk at Newton Park and pointed out that there was no signage or indication of this crosswalk after Strandview.

**Public Comment closed.**

Town Manager Stewart noted that Lee County’s Chief Building Official (CBO) also operated as the Town’s Chief Building Official who was responsible for condemning a building and calling for a demolition. He explained that the CBO was reluctant to call for a demolition, and he described the potential court, legal, and demolition costs that the Town would be responsible for if the Town lost the challenge. He added that staff had been in constant contact with the subject property owners and realtors regarding development of the site and the previous zoning request which had been denied.

Discussion ensued regarding the condition, potential development, and possible action to take on the two derelict buildings.

Mayor Kiker requested staff schedule the topic of the two derelict buildings for a future agenda so the Town Council may be informed on all aspects of the topic.

Mayor Kiker pointed out the Chair of the Citizens Resource Advisory Board (CRAB) who was in the audience to Mr. Pinto, and noted that CRAB was currently reviewing beach and bay accesses for a future recommendation to Town Council. He suggested Mr. Pinto present his comments to CRAB. He questioned if the information brochures were at the Chamber of Commerce office.

Town Manager Stewart reported the informational brochures were delivered to the Chamber of Commerce office. He recounted his discussion with the Chamber regarding membership by the Town and the fact that there no longer needed to be a separate membership for Bay Oaks since it was now a Town facility. He stated he would have a staff member visit the Chamber office to insure the informational brochures were displayed.

Town Manager Stewart stated he signed the rental agreement for the condominium association and parking was included.

Mayor Kiker and Town Manager Stewart both noted this was the first time they had heard the concern about the crosswalk at Newton Park. Mayor Kiker noted it would be investigated and Town Manager Stewart would contact Mr. Stevens.

## **VI. LOCAL ACHIEVEMENTS AND RECOGNITIONS**

Council Member Mandel thanked the County, Town, and staff for getting the pedestrian safety signs re-installed as the crosswalks. He hoped letters would be sent to the people who pledged contributions for the signage; and he suggested staff investigate other areas that might be suitable for pedestrian signs. He extended a thank you to two people who donated anonymous gifts to the Fort Myers Beach Friends of the Arts (\$12,000 each gift) which were to help arts on the Beach, and in particular the Film Festival. He announced how people could become a Founding Member of the Friends of the Arts. He discussed his positive experience at the Town's "birthday party" event on New Year's Eve, and thanked all the volunteers who helped at the event. He also recounted his visit to the Mound House with his grandchild who enjoyed the historical attraction. He thanked the Town staff and beach patrol for their work yesterday with picking up dead fish on the beach due to red tide.

Council Member List thanked the Women's Club for coming to Times Square on New Year's Eve to distribute cupcakes. She acknowledged the business owners in Times Square who made sure there was entertainment from 2:00 p.m. to midnight, and noted the entertainment was comprised of local musicians. She thanked Bruce Cermack, Tomas List, and John Lallo who were instrumental in getting the New Year's Eve entertainment "up to speed". 26:14 She recognized the Semmers, especially Bill Semmer, for the fireworks; and she thanked the Town staff for getting the ball drop to work properly and safely.

## **VII. ADVISORY COMMITTEES ITEMS AND REPORTS**

### **A. Audit Committee Update – Chair Rodwell**

Jim Rodwell, Chair of the Audit Committee, reported the Committee had two meetings, and they were continuing on with their primary function which was to assist with the selection of an Auditor. He added they were working with staff on preparing an RFP. He discussed a previous action by Council that amended the enabling ordinance to allow the Committee to perform other functions than simply selecting an Auditor. He stated the Committee would like to suggest to Council two other potential functions for Council to consider, as well as Council Member Mandel's suggestion to review the water utility. He requested a joint meeting of the Town Council and the Audit Committee to discuss other possible functions for the Audit Committee.

Mayor Kiker requested Town Clerk Mayher to schedule a joint meeting between the Town Council and the Audit Committee.

Town Clerk Mayher responded in the affirmative.

## **VIII. APPROVAL OF MINUTES**

### **A. December 5, 2011 Town Council Meeting**

B. December 5, 2011 Town Council Work Session

**MOTION:** Motion by Council Member List to approve all the minutes; second by Council Member Kosinski.

**VOTE:** Motion approved, 5-0.

Town Manager Stewart introduced the new Parks and Recreation Director, Patti Evans. He thanked the Town Council for their support to reorganize some of the Town's departments.

Parks and Recreation Director Evans briefly described her experience and background as it pertained to her position. She thanked the citizens and staff for a warm welcome.

**IX. CONSENT AGENDA**

Town Manager Stewart noted that when the agenda was originally prepared and distributed there had been only one applicant to the LPA; however, last Tuesday another application was received.

Mayor Kiker pulled Consent Agenda Item IX B for discussion.

A. Release of Lien, 185 Old San Carlos Boulevard

**MOTION:** Motion by Council Member Mandel to approve the Consent Agenda; second by Council Member Kosinski.

**VOTE:** Motion approved, 5-0.

A. Appointment to the Local Planning Agency

Mayor Kiker noted that originally Dan Andre was the only applicant; however, the Town Council was now in receipt of a second application.

Discussion ensued regarding options for the Council's appointment to the Local Planning Agency.

Consensus was to withdraw Consent Agenda Item IX B, Appointment to the Local Planning Agency, and make a cut-off date of two weeks prior to the next available meeting for any additional applications.

**X. ADMINISTRATIVE AGENDA**

A. Request to MPO for Transportation Enhancement Activity Funds

Public Works Director Lewis discussed staff's request for approval to move forward with an application to the Lee County MPO for transportation enhancements funded through the Transportation Enhancement Activity (TEA) and Multi-Modal Enhancement Box (MMEB) Funds. She described the three projects identified for funding which were the Matanzas Street Pedestrian Accessibility

Improvement Project, Crescent Core District Multi-Modal Transportation Improvement Project, and the Connecticut Street Multi-Modal Improvement Project. She noted that the applications were submitted and the funding would not be available until fiscal year 2013-14 or even longer.

Town Manager Stewart noted the applications were submitted due to time concerns; however, the MPO would not consider the applications unless the Town Council supported the applications. He added that the funding was not based on matching funds; the Town could add funding to the project, but was not required to do so.

Public Comment opened.

No speakers.

Public Comment closed.

Vice Mayor Raymond noted the MPO still had \$5.1 million dollars that had not been used. He stated he was glad to see the applications submitted, and would like to see more applications submitted.

Council Member Kosinski noted the north basin storm drainage would start in the near future, and asked when the sidewalk and bike path down Connecticut Street was addressed if it would be possible to incorporate or get that project underway at the same time.

Public Works Director Lewis responded in the positive; however, she explained the funding for the north basin storm drainage project was not sufficient for both projects and to do Connecticut Street at the same time would require other funding sources (i.e. general revenue, grants, etc.). She added that Connecticut Street had been identified as part of a larger project and if it could all be coordinated it would make sense, as well as replacement of water lines.

Council Member Kosinski stated he believed it would be worth investigating.

Public Works Director Lewis responded in the affirmative.

Council Member List questioned if the School Street area had been considered.

Public Works Director Lewis reported School Street was considered; however, she elected to wait until a future date because of all the things that were planned for that area.

Council Member Mandel requested clarification for the background comment on Blue Sheet Number 2012-004, "...may require a local share from the Town".

Public Works Director Lewis explained that staff understood there was not a requirement for local share; however, the Town would provide an in-kind share, and the portion the Town would be required to undertake would be the maintenance of the projects once completed. She noted there were no contingencies with the subject applications.

Discussion ensued regarding a planning study which was include as part of the funding for the core area as it pertained to vehicular and pedestrian traffic.

Mayor Kiker noted that since Estero Boulevard was now included in the Five Year CIP some “groups” evolved regarding rights-of-way and planning and design.

Public Works Director Lewis reported County staff would take to the Lee County Board of County Commissioners in February the ranking for the final planning/design and engineering of Estero Boulevard. She stated the Town Manager, herself, and County staff would be meeting to discuss various right-of-way conflicts.

**MOTION:** Council Member Mandel moved to support and approve three project applications to the Lee County MPO for transportation enhancements funded through the Transportation Enhancement Activity (TEA) and Multi-Modal Enhancement Box (MMEB) Funds; second by Council Member List.

**VOTE:** Motion approved, 5-0

B. Resolution 12-01, Lien Reduction

Town Manager Stewart explained the term “lien” as it applied to the subject Resolution. He reviewed how Resolution 12-01 would establish a methodology to enable property owners to present their case to the Town Council for consideration (i.e. mitigate or forgive the lien); define the application process and the information necessary to bring a lien reduction request to Town Council; and set forth specific parameters to be assessed and used by staff in making a recommendation for reduction to the Council.

Town Attorney Miller noted the lien reduction requests would still appear on the Consent Agenda; the property owner would have the right to address Council if they disagreed with the recommendation of the City Manager; and the Resolution provided for certain circumstances when the property owner could not apply for a reduction (i.e. purchasing the property knowing the lien existed).

Town Manager Stewart discussed the process if the property owner wanted to appeal the Town Manager’s recommendation.

Public Comment opened.

No speakers.

Public Comment closed.

Council Member Kosinski requested the lien reduction information in Resolution 12-01 be posted on the Town’s website for the public.

Town Manager Stewart acknowledged the request.

Council Member List complimented staff on the proposed Resolution 12-01.

Discussion ensued regarding the proposed lien reduction process as it pertained to supporting documentation from the property owner, administrative forms to be used, compliance criteria, and other requirements of the Resolution.

Town Attorney Miller stated they would add language *“to the effect that the property owner could not get a reduction unless the property was in compliance”* to Paragraph G.

Council Member Mandel questioned Paragraph G, as it pertained to reimbursement to the Town of “legal costs”.

Town Attorney Miller explained the “legal costs” would be prosecutorial costs.

Council Member Mandel suggested reducing Paragraph G(2)(b) to 15% and G(2)(c) to 5% as an incentive to getting the compliance sooner than later.

Discussion was held regarding the recommended reductions listed in Paragraph G(2)(b) and G(2)(c).

Mayor Kiker stated he was in favor of a lien reduction process; however, not the proposed process. He also questioned the ability to recover legal costs.

Town Attorney Miller explained that the law in Florida was that if there is a statute or a contract that someone was suing on in litigation that provided for recovery of attorney fees, then a person could get attorney fees. She recollected in Chapter 162 which authorized code enforcement there was a provision that authorized attorney fees if someone foreclosed on the lien.

Discussion was held regarding recovery of attorney fees during the administrative process versus litigation.

Mayor Kiker requested further investigation on the matter from the Town Attorney. He questioned the proposed percentage reduction amounts in formulating a recommendation to the Council.

Discussion ensued concerning how each reduction request would have a different set of circumstances which may or may not warrant a lien reduction for consideration; the current code enforcement procedure from the issuance of a violation, compliance/non-compliance, fines, the magistrate ruling, and the filing of a lien; the proposed lien reduction application process and appeal process; and recoverable and non-recoverable legal fees.

Council Member Mandel requested a list of recoverable and non-recoverable legal fees from Town Attorney Miller.

Council Member List requested adding *“up to”* before the percentage reduction amount for the public’s clarification.

Vice Mayor Raymond questioned if fines would continue to run during the appeal process.

Town Attorney Miller stated the fines would continue to run unless a stay was obtained from the Court.

Discussion ensued concerning fines and the appeal process, and proposed Resolution 12-01.

Town Attorney Miller explained that the majority of lien reduction requests the Town received were typically short-sales.

Discussion continued regarding the appeal process; the proposed Resolution 12-01; and situations that would probably be addressed through the proposed lien reduction process.

Vice Mayor Raymond questioned the status of business owners who might be in violation as of January 1<sup>st</sup> due to the new sign ordinance requirements and how it pertained to the code enforcement process.

Town Manager Stewart gave an overview of how the code enforcement process which would begin with giving the owner a notice of violation that gave them a reasonable amount of time to come into compliance.

Council Member Kosinski pointed out that proposed Resolution 12-01 was only a guideline for proposed recommendations to Council.

Town Manager Stewart concurred that the Resolution was offering Council a methodology for lien reduction requests.

Town Attorney Miller noted that appealing a code enforcement order had a specific time frame – 30 days from the date it was rendered.

Council Member Mandel noted the proposed Resolution was a guideline for Council, and he requested the Resolution be re-worded with the recommendations from Council, list the examples of the recoverable legal costs, and then come back before Council.

Consensus was to move Resolution 12-01 to a Work Session Meeting.

Recess at 10:50 a.m. – Reconvened at 11:00 a.m.

#### C. Resolution 12-02, Airport Noise

Town Manager Stewart explained that additional information and issues impacting Fort Myers Beach residents and visitors had arisen since Council had previously approved Resolution 09-03. He noted that recently residents had come before Council with some new concerns and recommendations which staff has incorporated into the new proposed Resolution. He added that Mayor Kiker and he met with airport employees about the issues; and mentioned the Mayor's Guest Opinion in the Sand Paper regarding the matter.



Mayor Kiker noted the newspaper article did not have every piece of information in it due to the word limitation, and he thanked the Sand Paper for allowing him to write the Guest Opinion. He recounted his experience meeting with the airport staff, and noted how willing they were to accept information and complaints as the Town's representative to the FAA. He explained how the noise, or the problem, could not be moved to another community, and that it was a complex subject.

Public Comment opened.

Tom Babcock, resident and former Town Council Member, described the location of his residence as it related to low-flying aircraft which was a result of the FAA's redesign in 2008. He added that there were some members in the audience who have been working on the Town's aircraft noise issue for as long as 15 years. He thanked Town staff and Council for expediting Resolution 12-02. He noted how "politics" was involved in the issue. He discussed the importance of having real data and making reasonable requests of the airport and FAA. He added that since the citizens' recommendations were made in December that there had been one change and the change was in the 14<sup>th</sup> "Whereas" where they were suggesting a change from listing the Atlanta airport to the following:

*"WHEREAS, arrival procedures documented in pilot approach plates for Tampa International, Orlando, Palm Beach, Miami, Sarasota-Bradenton airports all keep their aircrafts above 3,000 feet approximately 10 nautical miles from the runway."* He discussed why he believed the airports listed better represented Southwest Florida than the Atlanta airport.

John Pohland, resident and private pilot, distributed and reviewed copies of the flight track for Southwest Regional Airport (RSW) as it pertained to Fort Myers Beach.

Tom Merrill, resident, reflected on Mr. Pohland's comments; how pilots come into the airport with clear visibility; and how aircrafts coming into RSW could come in at 4,000 feet. He thanked the Town Council for taking on this issue, and thanked the Mayor for taking the leadership role. He discussed how flights were going over Fort Myers Beach from the north, south, and middle. He reported that under "Tips for Homeowners Buying Real Estate" on the RSW website there was a recommendation to visit Fort Myers Beach at various times of the day and season to determine the situation with airplanes.

Tom Cameron, resident, discussed how the tourism industry on various occasions stated they were interested in increasing the travelers coming in from Central America and South America; and that the new runway at RSW had been placed on hold. He addressed that, if by chance, the flights were increased that probably the runway would be finished; how that would increase the flights over Fort Myers Beach even more; and how that might negatively impact land values and even require property owners to declare their property was within the flight route of RSW.

Public Comment closed.

Mayor Kiker discussed the basis for his support to adopt the Resolution as written, and that he believed it correct to request flights at 4,000 feet.

Discussion was held regarding calculations for the expected noise level reduction for every 1,000 feet of altitude; the discussions at the Horizon Council concerning further development of RSW and the

properties around RSW because Miami was full with planes coming in and they preferred passenger planes and the possibility of increase freight flights to RSW; and whether or not to include the noise level reduction chart with Resolution 12-02; and a request for quarterly meetings between the Mayor or designee and the group they were sending the Resolution.

**MOTION:** Council Member Mandel moved to approve Resolution 12-02 supporting efforts to decrease the number of aircraft flights over the Town, increase the altitude of aircraft and implement noise abatement procedures for flights over the Town of Fort Myers Beach with three modifications: 1) include the modifications change as indicated by Mr. Babcock, 2) that the exhibit presented by Mr. Pohland of the noise reduction levels be attached to the Resolution, and 3) that another section be added that indicates the Mayor or his/her designee would meet quarterly with the Port Authority; second by Council Member Kosinski.

Town Attorney Miller asked if it was correct that she would add under Section 4, “as depicted in Exhibit B”.

Motion maker agreed.

Town Attorney Miller asked if it was correct to include “not less than quarterly”.

Motion maker agreed.

Second agreed to both clarifications by the Town Attorney.

**VOTE:** Motion approved, 5-0.

## **XI. PUBLIC COMMENT**

Public Comment opened.

Lee Melsek, resident, discussed past comments regarding his reporting of the Ganim code case. He noted that the Town Manager had suggested twice to Town Council that they could fine Mr. Ganim \$37,000, which Mr. Melsek felt would have recovered the taxpayer’s money. He discussed his opinion concerning why he objected to the proposal for reducing code enforcement fines/liens, and the importance of keeping the process objective.

Public Comment closed.

Council Member Mandel noted to Mr. Melsek that the proposed code enforcement lien reduction process would be discussed further by Council; and addressed comments regarding recovery of legal fees at a prior Council Meeting during a lien reduction request.

Town Manager Stewart noted that the State of Florida did not permit a magistrate to make a ruling to reduce a code enforcement fine.

## **XII. TOWN MANAGER'S ITEMS**

### **A. Report on Referendum**

Town Clerk Mayher reported the following dates were available for a meeting on the Town Hall referendum – January 4, 9, 10, 12, 19, 23, 25, 30, and 31, 2012.

Town Manager Stewart recommended the January 9 and 23, 2012 dates.

Discussion ensued regarding Council's availability regarding the proposed dates.

Consensus was to have the Town Clerk schedule two meetings in the evening for dates that at least four Council Members were able to attend.

Town Manager Stewart reported he was prepared to write an article regarding the referendum; however, he was willing to defer to any of the Council who wished to undertake the task.

Town Attorney Miller referred to State Statute 106.113 which prohibited local governments from expending or authorizing the expenditure of public funds for political advertisements or electioneering communications concerning an issue; but Subsection 3(b)(3) stated with the exception of the prohibition described in Subsection 2, this section does not preclude an official of a local government from expressing an opinion on any issue at any time.

Consensus was to allow Town Manager Stewart write the newspaper article with facts, and each Council Member could write an article representing their own opinion and not of the Council as a whole if they wanted to do so.

## **XIII. TOWN ATTORNEY'S ITEMS**

Town Attorney Miller had no items to report.

Mayor Kiker asked if Town Attorney Miller's law firm was going to work on an ILA for Estero Boulevard.

Town Attorney Miller responded in the affirmative, and stated she believed Attorney Humphrey would be attending the next meeting and address Council regarding the matter.

Mayor Kiker stated the Town Council was scheduled to have a Joint Meeting with the BOCC and would like the information regarding the matter prior to that Joint Meeting on January 24, 2012.

Town Manager Stewart reported staff would be holding a Right-of-Way Meeting on January 11<sup>th</sup> with the County officials; he would be meeting with the County Attorney regarding common issues between the Town and the County; and mentioned that up until this point he had been working with the Deputy County Manager and now had an appointment with the County Manager.

Town Clerk Mayher noted that materials for the January 17<sup>th</sup> Town Council Meeting needed to be in the Town Clerk's Office no later than January 4<sup>th</sup>.

Mayor Kiker asked Town Attorney Miller to determine if Attorney Humphrey could attend the Work Session later this afternoon to discuss the ILA.

#### **XIV. COUNCILMEMBERS ITEMS AND REPORTS**

Council Member List – asked for an update on Animal Control Services regarding the information Council was given on abandoned/feral cats at the last Council Meeting.

Town Manager Stewart referred to an email he sent to Council on the subject, and noted he spoke with Animal Control regarding the matter. He reported Animal Control indicated that the person who appeared before Council was operating outside the program they have established; and the person had asked Animal Control for a vehicle which they were not able to offer to her or other any other sustenance.

Council Member List asked if there was anything in the Town's Interlocal Agreement with Animal Control Services that addressed the cat population situation.

Town Manager Stewart reported the Interlocal Agreement does state they are responsible for animal control, and staff could meet with Animal Control Services and inform them that the Town does not feel what was being done was sufficient and determine what else could be done.

Council Member List asked for an update on pedi cabs.

Town Attorney Miller reported she forwarded an email regarding the matter, and would re-send the email to Council Member List.

Public Works Director Fluegel reported staff was still researching the matter.

Discussion ensued regarding pedi-cabs and whether or not to place the item on a Work Session.

Consensus was to place pedi-cabs on Agenda Management.

Council Member Mandel - noted his prior request for staff to look at other locations for pedestrian signs and make sure letters go out to the people who pledged funds for the signage. He shared a comment he heard from a resident which suggested Council Members should go through a background check similar to the background checks given to Town volunteers. He stated he would not object to a background check.

Town Manager Stewart reported that a Council Member could voluntarily go through a background check; however, he believed it could not be required to qualify to run or hold an elective office.

Town Attorney Miller explained that if Council wanted to include that requirement, it would have to be included in the Town Charter which meant a referendum to change the Charter.

Mayor Kiker reported there was a 2<sup>nd</sup> Annual Putt and Pub Crawl on January 21, 2012 to benefit the VIP After School Program. He reviewed the meeting he and Town Manager Stewart had with the County Commissioners, and noted that Commissioner Mann was now Chair.

Vice Mayor Raymond – asked when work would begin on the budget.

Town Manager Stewart stated that could be done at the Work Session later this afternoon.

Vice Mayor Raymond – noted his previous request regarding information about Bay Oaks.

Parks & Recreation Director Evans reported she anticipated having the information ready for the Advisory Committee Meeting on Thursday morning and would forward the information to Vice Mayor Raymond at that time.

Council Member Kosinski – no items or report.

Town Manager Stewart suggested a discussion on what the expectations were from the Council for the budget in the coming year; and to place the item on an MMP as soon as possible.

Town Clerk Mayher reported that Bay Oaks and the 2012 Budget Process were already scheduled for the MMP meetings on January 21<sup>st</sup> and February 21<sup>st</sup> and on each MMP agenda through the remainder of the fiscal year.

Town Manager Stewart explained the importance of Council input to staff regarding the budget (i.e. planning for capital projects).

Discussion ensued regarding which and when projects should be scheduled for a Work Session discussion (i.e. pedi-cabs economic development effort – the Seafarers' Project, Mound House).

Town Manager Stewart reminded the request by Council to include a discussion on derelict properties.

Council Member Mandel noted that the Council needed to determine the Town Manager's review process.

Town Clerk Mayer reminded the Council that the budget process was scheduled for the January 17, 2012 MMP Meeting and those materials would need to be distributed at the end of this week.

## **XV. AGENDA MANAGEMENT**

## **XVI. RECAP OF ACTION ITEMS**

Town Manager Stewart discussed his positive experience at the Town's New Year's Eve celebration.

Town Manager Stewart reviewed the Recap of Action Items:

- Staff would schedule a Work Session on derelict properties
- Staff would check that Town informational brochures were in the racks at the Chamber of Commerce
- Staff would get the rental contract to the Strandview Condominium Association
- Staff would investigate if more than one dead fish pick-up per day was necessary due to red tide
- Schedule a joint meeting between the Town Council and the Audit Committee
- Schedule discussion for a meeting one month from now concerning filling the vacancy on the LPA
- Staff to attempt to coordinate stormwater work with the work on Connecticut Street, if possible
- Investigate the traffic flow planning for the Old San Carlos area where sidewalks were being installed
- Work Session for the lien reduction resolution (February or March)
- Staff to prepare a letter to the MPO validating the Council's approval of the projects submitted
- Prepare a resolution for presentation and signature to the Port Authority
- Town Clerk Mayher to schedule Town Hall meetings for the referendum issue; and Town Manager to prepare a newspaper article
- Town Manager to discuss the expanding cat population with Animal Control Services
- Place "pedi-cabs on Agenda Management
- Staff to investigate other locations for pedestrian signage; and send letters to donors who pledged funds for the signs
- Staff to provide Vice Mayor Raymond with program information on Bay Oaks
- Begin budget discussions on January 17<sup>th</sup>

## XVII. ADJOURNMENT

Motion by Council Member List, seconded by Council Member Kosinski to adjourn. Meeting adjourned at 12:15 p.m.

Adopted \_\_\_\_\_ With/Without changes. Motion by \_\_\_\_\_

Vote: \_\_\_\_\_

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Michelle D. Mayher, Town Clerk

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